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**Group of Experts for the revision of the IMO/ILO/UNECE
Guidelines for Packing of Cargo Transport Units**

Fourth session

Geneva, 4 – 6 November 2013

Report of the Group of Experts on its fourth session¹

I. Attendance

1. The Group of Experts for the revision of the IMO/ILO/UNECE Guidelines for Packing of Cargo Transport Units (hereafter Group) held its fourth session from 4 to 6 November 2013 at the Palais des Nations in Geneva.
2. The session was chaired by Mr. Christopher Welsh (Global Shippers' Forum). Mr. Jens Hügel (International Road Transport Union) and Mr. Makoto Urata (International Transport Workers Federation) served as Vice-Chairs.
3. Experts from the following countries took part in the session: Belgium, Germany, Japan, Russian Federation, Slovakia, Sweden, the United Kingdom of Great Britain and Northern Ireland (UK) and the United States of America (USA).
4. Experts from the following non-governmental organizations and industry groups also took part: ETS Consulting, European Chemical Industry Council (CEFIC), European Shippers Council (ESC), FNV Trade Union, Gesamtverband der Deutschen Versicherungswirtschaft e.V. (GDV), Global Shippers' Forum (GSF), International Cargo Handling Coordination Association (ICHCA), International Chamber of Shipping (ICS), International Federation of Freight Forwarders Associations (FIATA), International Group of P&I Clubs (P&I Clubs), International Road Transport Union (IRU), International Transport Workers Federation (ITF), International Union of Railways (UIC) and World Shipping Council (WSC).
5. The secretariats of the International Labour Organization (ILO), International Maritime Organization (IMO) and United Nations Economic Commission for Europe (UNECE) were also present.

II. Adoption of the agenda (agenda item 1)

6. Taking account of the respective mandates of ILO, IMO and UNECE on the revision of the guidelines (Informal document EG GPC No. 2 (2011)) and its terms of reference (Informal document EG GPC No. 3 (2011) – Rev.1), the Group adopted the agenda as contained in Informal documents EG GPC No. 1 (2013) and No. 2 (2013).

¹ The documentation of the fourth session is available at www.unece.org/trans/wp24/guidelinespackingctus/session_4.html

III. Results of the third session of the Group of Experts (agenda item 2)

7. The Group adopted the report on its third session held from 15 to 17 October 2012, as reproduced in Informal document EG GPC No. 24 (2012).

IV. Development of the final draft of the IMO/ILO/UNECE Code of Practice for Packing of Cargo Transport Units (CTU Code) (agenda item 3)

8. The Group noted that the third draft had been circulated to the members of the Group in May 2013 and submitted to the IMO Sub-Committee on Dangerous Goods, Solid Cargoes and Containers (DSC) for consideration at its eighteenth session (16 – 20 September 2013). This final draft CTU Code is reproduced in Informal document EG GPC No. 3 (2013).

V. Outcome of the eighteenth session of IMO Sub-Committee on Dangerous Goods, Solid Cargoes and Containers (agenda item 4)

9. The IMO secretariat informed the Group about the outcome of the eighteenth session of DSC on matters relating to the draft CTU Code (Informal document EG GPC No. 4 (2013)).

10. The Group noted the following recommendations made by DSC:

- The CTU Code should be user-friendly (e.g. colour indexed, electronic version with bookmarks) and divided in three parts to be identified by the Group: the main body, annexes and appendices.
- It should be available on the internet, free of charge.
- The IMO/ILO/UNECE secretariats should consider creating a website dedicated to the packing of cargo transport units, in order to facilitate its dissemination.

11. The Group also noted that DSC had made concrete proposals for amendments to the draft CTU Code and had encouraged governments and international organizations to submit further comments to the UNECE secretariat for consideration by the Group at its fourth session (see also part VII of this report).

12. The Group was informed that the CTU Code, once finalized, would be submitted directly to the IMO Maritime Safety Committee for approval. Consequently, DSC had urged member States and international organizations to attend the fourth — and last — session of the Group.

VI. Outcome of the fifty-sixth session of the UNECE Working Party on Intermodal Transport and Logistics (agenda item 5)

13. The UNECE secretariat informed the Group about the outcome of the fifty-sixth session of the UNECE Working Party on Intermodal Transport and Logistics (WP.24) (21 – 22 October 2013), concerning the finalization of the CTU Code (Informal document EG GPC No. 5 (2013)).

14. The Group noted that WP.24 had approved in principle the CTU Code, subject to amendments to be agreed upon by the Group at its final session.

15. The Group was informed that, following completion and consolidation into a single document by the secretariat, WP.24 would invite the UNECE Inland Transport Committee

to endorse the CTU Code and to assist in its wide dissemination, including the setting-up of a specific website.

VII. Proposals for amendments to the final draft of the CTU Code (agenda item 6)

A. Proposals for amendments

1. General

16. The Group considered proposals for amendments submitted by IMO DSC, UK, USA, ICHCA, ICS, ITF, P&I Clubs and WSC, as consolidated by the secretariat in Informal documents EG GPC No. 6 (2013) and No. 7 (2013).

17. The Group reviewed each chapter and annex that would be retained as part of the CTU Code, and decided on the final wording — the text of the CTU Code was projected on a screen and modified in real time.

18. The proposal by ICHCA to add a new flowchart in chapter 4 “Chains of responsibility and information” was not retained. However, several experts were of the opinion that such a flowchart which shows the different parties in the transport chain would be useful as training material.

2. Annex 14 “Packing and securing cargo into CTUs” (renumbered as annex 7)

19. A working group was established to revise annex 14 on the basis of proposals submitted by IMO DSC, Germany, Japan, Slovakia and Sweden (Informal documents EG GPC No. 8 (2013), No. 9 (2013) and No. 18 (2013)).

20. Experts from Belgium, Germany, Japan, Slovakia, Sweden, Russian Federation, CEFIC, ETS Consulting, ICHCA, ICS, ITF and WSC participated in the working group.

21. Based on the recommendations made by the working group, the Group agreed on a revised text for annex 14.

B. General comments and proposals for a revised structure

1. Proposal for a new chapter “Key actions and tasks and associated information sources”

22. Several experts were in favour of the proposal by the UK to insert a detailed table, that would list key actions and tasks and refer to associated information sources (Informal document EG GPC No. 11 (2013)). They considered that the focus on the training requirements and the implementation into national legislation were an added value.

23. However, due to limited time, the Group was unable to examine and agree on such important modifications.

24. The expert from the UK said that he may follow-up this proposal with other interested parties at IMO, with a view of developing new guidance material.

2. Revised structure

25. The Group considered proposals for revising the structure submitted by IMO DSC, Germany, UK, ICHCA, P&I Clubs and WSC/ICS (Informal documents EG GPC No. 10 (2013), No. 11 (2013), No. 12 (2013), No. 13 (2013), No. 14 (2013) and No. 16 (2013)).

26. After a first discussion in plenary, a working group was established to revise the structure of the CTU Code on the basis of Germany’s proposal in Informal document EG GPC No. 10 (2013), and taking into account other proposals made.

27. The working group consisted of experts from Belgium, Germany, Slovakia, Sweden, UK, CEFIC, GDV, GSF, ICHCA, ICS, ITF, WSC and the IMO secretariat.

28. The working group recommended removing some annexes from the CTU Code which were too detailed and could impair the readability. In addition, these annexes needed further improvement — which was not possible during this session due to a lack of time.

29. The Group adopted the revised structure and a redrafted Chapter 1 “Introduction”, as proposed by the working group.

3. Informative material

30. It was maintained that the information in the removed annexes would still be useful to some parties in the transport chain and the Group decided to publish these in their current form and marked as “draft” (Informal document EG GPC No. 20 (2013))². It was suggested that this informative material could be further developed by another competent body, for instance the new IMO Sub-Committee on Carriage of Cargoes and Containers.

31. A summary of the contents of the CTU Code and the informative material is provided in the annex of this report.

C. Proposal for new text

32. The experts from Sweden introduced their proposal for including new provisions on boxes and crates into the CTU Code (Informal document EG GPC No. 15 (2013)). This proposal aimed at considering boxes and crates as cargo transport units and applying the same principles for securing cargo in these.

33. The principle behind the proposal was supported by some participants, while others did not agree to consider boxes and crates as cargo transport units. While the Group acknowledged the need of establishing guidance for the safe packing of boxes and crates, it was felt that such guidance could not be developed in the time remaining for this session. Moreover, some experts pointed out that they would need to consult with their organizations on such a new proposal. Consequently, the proposal was not retained.

D. Editorial corrections

34. It was agreed that the secretariat would incorporate the editorial corrections presented in Informal document EG GPC No. 17 (2013) into the final CTU Code, and noted that any additional editorial corrections should be transmitted to the secretariat as soon as possible.

VIII. Other business (agenda item 7)

35. The Group expressed its deep appreciation for the work of Mr. Bill Brassington from ETS Consulting, who greatly contributed to achieving a comprehensive and well-documented CTU Code.

IX. Decisions and follow-up (agenda item 8)

36. In accordance with its objectives, the Group adopted by consensus the final text of the IMO/ILO/UNECE Code of Practice for Packing of Cargo Transport Units, consisting of 13 chapters supplemented by 10 annexes.

37. The Group requested the secretariat to:

² Available at www.unece.org/trans/wp24/guidelinespackingctus/intro.html

- Make editorial and other minor corrections as agreed in session and update cross-references as appropriate;
- Circulate the final version to the experts for verification;
- Prepare the report of the session reflecting the major decisions taken;
- Publish the informative material which consists of annexes that were not retained as part of the CTU Code but marked as “draft”;
- Make all above-mentioned documents accessible on the dedicated UNECE website (www.unece.org/trans/wp24/guidelinespackingctus/intro.html).

38. The Group requested the UNECE, IMO and ILO secretariats to transmit the CTU Code for endorsement by their respective bodies: the UNECE Inland Transport Committee in February 2014, the IMO Maritime Safety Committee in May 2014 and the ILO Governing Body in November 2014.

39. The Group noted that the secretariats would coordinate for translating the CTU Code into their official languages and for its dissemination.

Annex

CTU Code and informative material: Summary of contents

The CTU Code comprises 13 chapters. Most of them refer to one or more annexes which are referenced where applicable. Further practical guidance and background information are available as informative material and do not constitute part of the CTU Code, as summarized in the table below:

<i>Chapter</i>	<i>Referenced annexes</i>	<i>Related informative material</i>
1 Introduction		IM1 Consequences of improper packing procedures
2 Definitions		
3 Key requirements		
4 Chains of responsibility and information	A1 Information flow A2 Safe handling of CTUs	IM2 Typical documents related to transport
5 General transport conditions	A3 Prevention of condensation damages	
6 CTU properties	A4 Approval plates	IM3 CTU types
7 CTU suitability	A4 Approval plates	
8 Arrival, checking and positioning of CTUs	A4 Approval plates A5 Receiving CTUs A6 Minimizing the risk of recontamination	IM4 Species of concern regarding recontamination
9 Packing cargo into CTUs	A7 Packing and securing cargo into CTUs (supplemented with appendices 1 to 5) A8 Access to tank and bulk tops, working at height	IM5 Quick lashing guides IM6 Intermodal load distribution IM7 Manual handling IM8 Transport of perishable cargo
10 Additional advice on the packing of dangerous goods		
11 On completion of packing		IM9 CTU seals
12 Advice on receipt and unpacking of CTUs	A5 Receiving CTUs A9 Fumigation	IM10 Testing CTUs for hazardous gases
13 Training in packing of CTUs	A10 Topics for consideration in a training programme	

The CTU Code is available in Informal document ITC (2014) No.7 at www.unece.org/trans/main/itc/itc_inf_76.html.

The informative material is available in Informal document EG GPC No. 20 (2013) at www.unece.org/trans/wp24/guidelinespackingctus/intro.html.